

MIAMI TOWNSHIP BOARD OF TRUSTEES

SEPTEMBER 20, 2016

The Miami Township Board of Trustees met in regular session on Tuesday, September 20, 2016 at 7:00 PM. Trustee Karl Schultz called the meeting to order and led the Pledge of Allegiance. The invocation was given by Mr. Tracy. Mr. Ferry called the roll. Attending were Trustees Karl Schultz, Ken Tracy and Mary Makley Wolff. Mr. Tracy made a motion to approve the minutes of the August 8, 2016 work session and the August 16, 2016 business meeting, seconded by Ms. Wolff with all voting "AYE".

Correspondence: Mr. Ferry advised of three (3) liquor permit applications, all of which have been approved as there were no objections. One for Walgreens on Branch Hill Guinea Pike, one for Walgreens on St. Rt. 28 and one for JPS Food Mart on Branch Hill Guinea Pike.

Special Personnel Action: Chief Madsen recommended the Board grant the final employment for Jeremy Grooms as a full time police officer.

Mr. Tracy made a motion to grant final employment to Jeremy Grooms for the position of full time Police Officer with an eighteen (18) month probationary period, at a starting rate of \$34.93 per hour with an effective starting date of October 5, 2016, seconded by Ms. Wolff with all voting "AYE".

Chief Madsen asked the Board to step down to the front along with the Fiscal Officer, Administrator and Law Director. Chief Madsen also asked Jeremy Grooms, his wife and children to come forward. Chief Madsen gave background on Jeremy Grooms. Joe Braun, Township Law Director, administered the Oath of Office. Jeremy's wife, Molly, pinned badge #26 on him.

Proclamations and Special Presentations: Chief Madsen asked the Loveland Police Department and members of the Miami Township Police Department to come forward. Police Chief Sean Rahe, of the Loveland Police Department, explained they received a call of a man standing on the concrete wall over Loveland Madeira Road on I-275 and was possibly suicidal. The exceptional actions of all officers involved convinced the gentleman to go with Miami Township Police so they could contact someone to speak to the gentleman about his thoughts. Dennis Moell, Assistant Director of Crisis Services, explained about the Crisis Intervention Team in Clermont County.

Assistant Chief Mills introduced 5 year old Jaxon Wilhelm and his family and asked them to come forward. AC Mills explained Jaxon told his parents he wanted to do something for his birthday other than getting presents. He asked all of the children who came to his birthday party to bring money instead of presents as he wanted to donate the money to the Police Department. Jaxon donated \$200.00 to the department and AC Mills noted the money went into the Police Association which helps children at Christmas and gives college scholarships among other things. AC Mills announced the department is making Jaxon a Jr. Police Officer. Chief Madsen presented Jaxon with a Miami Township patch and official badge.

Department Reports: A representative of each department presented a report of activities during the month of August 2016.

Community Development	Mr. Elliff
Finance	Mr. Ferry
Fire/EMS	Chief Kelly
Police	Chief Madsen
Recreation	Mrs. Thibodeau
Service	Mr. Musselman
Administration	Mr. Wright

Old Business: None

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New Business: Mr. Tracy made a motion to pay the bills of the Township with 319 checks numbered 125076 - 125395 and 17 electronic checks numbered 807 - 824 for the total amount of \$1,344,557.83 plus payroll and payroll taxes for the week of 08/13/2016 in the amount of \$371,374.96, payroll and payroll taxes for the week of 08/27/2016 in the amount of \$367,271.05 and payroll and payroll taxes for the week of 09/10/2016 in the amount of \$405,116.09, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised of the need for a Then and Now Certificate in the amount of \$21,479.92.

Ms. Wolff made a motion to adopt Resolution 2016-53 authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures totaling \$21,479.92 and dispensing with the second reading, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised of the following personnel actions: In the Fire Department to remove Volunteer Paramedic Andrew Webber from his one year probationary period effective September 20, 2016.

Ms. Wolff made a motion to remove Volunteer Paramedic Andrew Webber from his one year probationary period effective September 20, 2016, seconded by Mr. Tracy with all voting "AYE".

Also in the Fire Department, to formally accept the resignation of part-time FF/Medic Cody Martin from his position effective August 30, 2016.

Mr. Tracy made a motion to formally accept the resignation of part-time FF/Medic Cody Martin from his position effective August 30, 2016, seconded by Ms. Wolff with all voting "AYE".

Also in the Fire Department, to grant conditional offer of employment as a Volunteer Firefighter/EMS to Grant Moss.

Ms. Wolff made a motion to grant conditional offer of employment as a Volunteer Firefighter/EMS to Grant Moss, seconded by Mr. Tracy with all voting "AYE".

Also in the Fire Department, to grant conditional offer of employment for full time Firefighter/Medic to the following: Andrew Browning, Robert Edmonds, Daniel Lohbeck, Daniel Moeller, Robert Moore and Jamie Williams.

Mr. Tracy made a motion to grant conditional offer of employment to Andrew Browning, Robert Edmonds, Daniel Lohbeck, Daniel Moeller, Robert Moore and Jamie Williams, seconded by Ms. Wolff with all voting "AYE".

In the Recreation Department to grant conditional offer of employment to Richard Leavens as a Recreation Assistant.

Ms. Wolff made a motion to grant conditional offer of employment to Richard Leavens as a Recreation Assistant, seconded by Mr. Tracy with all voting "AYE".

Mr. Braun, Township Law Director, presented a personnel action for Administrator, Jeff Wright, amending his employment agreement reflecting a 2.1% increase. Resolution 2016-54 has been prepared for their consideration.

Mr. Tracy made a motion to adopt Resolution 2016-54 a resolution amending the employment agreement with Jeffrey A. Wright to serve as Township Administrator, dispensing with a second reading and declaring an emergency, seconded by Ms. Wolff with all voting "AYE".

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Mr. Wright recommended the Board accept the resignation of Rachel Ball effective September 15, 2016.

Ms. Wolff made a motion to accept the resignation of Rachel Ball effective September 15, 2016, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised every year after the County Budget Commission approves Miami Township's Official Certificate of Estimated Resources the Township must adopt an Acceptance of Tax Rates Resolution. The resolution also accepts the estimated distribution of Local Government Funds. Resolution 2016-55 has been prepared for their consideration.

Ms. Wolff made a motion to adopt Resolution 2016-55 a resolution accepting the amounts and rates as determined by the Budget Commission for the 2017 budget and authorizing the necessary tax levies and certifying them to the County Auditor and dispensing with the second reading, seconded by Mr. Tracy with all voting "AYE".

As discussed at the work session, Chief Kelly has been working with the Police Department on upgrading the capabilities of our Emergency Operations Center (EOC) after entering into the agreement with the County to make it a backup EOC for their operations. Chief Kelly is requesting approval to explore grant opportunities to take advantage of grant funds that can be utilized to help upgrade the radio and computer equipment in the EOC.

Mr. Tracy made a motion to grant the request for the Fire Department to explore grant opportunities that can be utilized to help with upgrades for radio and computer equipment in the Emergency Operations Center, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised the Fire Department received quotes for a replacement riding mower for Station 28. The quotes ranged from \$2,299 to \$2,700. After researching the mowers the Fire Department would like to purchase a Cub Cadet RZTL42KH 42" riding mower purchased locally through Clermont County Equipment at a cost not to exceed \$2,399.00 with a three (3) year limited warranty. The current mower would be listed for internet auction on GovDeals.

Ms. Wolff made a motion to approve the purchase of a Cub Cadet RZTL42KH 42" riding mower at a cost of \$2,399.00 and grant permission to list the current mower on GovDeals, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised, as discussed at the work session, the Fire Department is requesting consideration and approval to move forward with the purchase of the replacement vehicle that will become Rescue 26. They did decommission and auctioned off Support 1 (a 1977 Grumman) in 2015 and this year they planned to decommission and auction off Rescue 26 which is a 1993 GMS Sierra due to its service life and condition. By joining the HGAC purchasing group they were able to realize a cost savings on this project by being able to secure the chassis and vehicle without having to go out to bid. The Fire Department is requesting permission to spend \$168,500.00 on this portion of the project.

Mr. Tracy made a motion to approve the purchase of a 2017 Ford F550 XLT 4x4 Regular Duty Chassis w/6.8L V10 engine replacement Rescue Vehicle at a cost of \$168,500.00, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised he and Mr. Taphorn have researched the street lighting districts and have found that a resolution was not adopted and sent to the County to assess properties in Section 3 and Section 4 of the Greycliff Subdivision. Public hearings were held and the street lights were installed. Therefore we are requesting the adoption of two resolutions. Also, there were lighting districts where lots were never assessed and are now going to be included.

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Ms. Wolff made a motion to adopt Resolution 2016-56 a resolution providing for the procurement of a street lighting system for Greycliff Section 3 dispensing with the second reading and declaring an emergency, seconded by Mr. Tracy with all voting "AYE".

Ms. Wolff made a motion to adopt Resolution 2016-57 a resolution providing for the procurement of a street lighting system for Greycliff Section 4 dispensing with the second reading and declaring an emergency, seconded by Mr. Tracy with all voting "AYE".

Ms. Wolff made a motion to adopt Resolution 2016-58 a resolution amending Greycliff Section 1 lighting district by adding lots, as shown on Exhibit A, dispensing with the second reading and declaring an emergency, seconded by Mr. Tracy with all voting "AYE".

Mr. Tracy made a motion to adopt Resolution 2016-59 a resolution amending Ashton Woods Section 3A lighting district by adding lots, as shown on Exhibit A, dispensing with the second reading and declaring an emergency, seconded by Ms. Wolff with all voting "AYE".

Mr. Tracy made a motion to adopt Resolution 2016-60 a resolution amending White Gate Farm Section 3A lighting district by adding lots, as shown on Exhibit A, dispensing with the second reading and declaring an emergency, seconded by Ms. Wolff with all voting "AYE".

Mr. Tracy made a motion to adopt Resolution 2016-61 a resolution amending Branch Hill Town Scapes lighting district by adding lots, as shown on Exhibit A, dispensing with the second reading and declaring an emergency, seconded by Ms. Wolff with all voting "AYE".

Mr. Tracy made a motion to adopt Resolution 2016-62 a resolution adjusting and certifying the assessments of various street lighting districts, as shown on Exhibit A, in Miami Township, dispensing with the second reading and declaring an emergency, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised we have two petitions for street lighting districts. Jackson Woods is a new development and the developer owns all of the lots. The second is from five property owners on Alpine Drive requesting a lighting district for one existing light in the cul-de-sac. The five property owners around the cul-de-sac have agreed to be responsible for that light with a lighting district. No one else on the street will be assessed. Mr. Wright is recommending the Board set Tuesday, October 18, 2016 at 6:30 p.m. for these hearings.

Ms. Wolff made a motion to set a hearing for two street lighting districts on Tuesday, October 18, 2016 at 6:30 p.m. and any other business to come before the Board, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised as a result of the purchase of the new riding mower for the Fire Department, the Fire Department is in possession of miscellaneous surplus equipment that is no longer necessary for their operation or is obsolete. They are requesting to dispose of this equipment by internet auction.

Mr. Tracy made a motion to adopt Resolution 2016-63 a resolution authorizing the disposal of surplus property and authorizing the sale of unneeded or obsolescent personal property no longer necessary for Township use by internet auction pursuant to Section 505.10 of the Ohio Revised Code. If no qualified bidders are found within twenty (20) days the Administrator or appropriate department head is authorized to dispose of the equipment by destruction or other means, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised the Trustees have a standard practice of setting Trick or Treat hours in Miami Township for October 31st from 6:00 p.m. to 8:00 p.m. Mr. Wright is recommending the Board do the same this year.

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Ms. Wolff made a motion to set Trick or Treat for October 31, 2016 from 6:00 p.m. to 8:00 p.m. and by setting this date, it will not be changed. If there is an issue with that evening, the parents will be responsible for deciding if their children go out, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright explained the Board must adopt a resolution for declaring a snow emergency within Miami Township. The resolution provides for and defines three levels of snow emergency, from cautious driving to road closures. A snow emergency may be declared by the Trustee Chairperson, or in the event the chair is unavailable, or if weather conditions mandate a more immediate decision, the Township Administrator in consultation with the Police, Service Director and Fire Chief, may declare a snow emergency. This resolution will be published once a week for three consecutive weeks in the newspaper and must be posted in five conspicuous places for a period of thirty (30) days. Resolution 2016-64 has been prepared for the Trustees consideration.

Mr. Tracy made a motion to adopt Resolution 2016-64 a resolution designating authority regarding the declaration of a Snow Emergency authorization in the Township and dispensing with a second reading and declaring an emergency, seconded by Ms. Wolff with all voting "AYE".

Mr. Braun explained that Ohio Revised Code Section 507.11 allows the Board to authorize the Township Administrator to incur financial obligations and make payments for those obligations in an amount not to exceed \$2,500.00. Mr. Braun has prepared Resolution 2016-65 increasing the spending authority of the Township Administrator from \$1,500 to \$2,500. Mr. Braun noted even though the Administrator has the discretion to spend those funds, it must be approved by our Fiscal Officer and the Board receives a report of all those expenditures.

Ms. Wolff made a motion to adopt Resolution 2016-65 a resolution increasing the spending authority of the Township Administrator, dispensing with the second reading and declaring an emergency for an amount not to exceed \$2,500.00, seconded by Mr. Tracy with all voting "AYE".

Public Comment: Cee Cee Collins, of the Little Miami River Chamber Alliance, came forward to remind everyone of the Miami Town Center event on Saturday the 24th.

Executive Session:

With no further business to come before the Board the meeting was adjourned at 8:15 p.m.

ATTEST: _____
Eric C. Ferry, Fiscal Officer

Karl Schultz, Chairperson